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Message

The next national census is taking place on the 27 March 2011 conducted by the Office for National Statistics. All households in England & Wales are required to complete a census questionnaire by law.

The census field operation runs from March to August 2011

A census questionnaire will be posted to all households from the 7 March onwards. It will arrive in a big white envelope that contains the purple census logo. It will not be addressed to a specific individual – just to the household. The questionnaire will contain a unique barcode for that household and can be completed by hand and posted back in the pre-paid envelope or completed on-line.



The unique barcode enables the questionnaire to be tracked, so as soon as it is returned, the address it relates to is ticked off and the census return is complete. If a household fails to return the questionnaire then that household can expect a follow-up visit from a census collector.

Collecting from residential households (6 April – 6 May)

Census collectors will be following-up non-response from 6 April. When they visit an address, collectors will introduce themselves, show a census ID card, and explain they are from the census. Collectors should never enter the household unless they are asked to do so. Collectors may need to make several visits to the same address to make sure a questionnaire is returned. Collectors will be working at different times of the day and evening, seven days a week. The majority of collectors will be working by themselves.

Collecting from communal establishments (7 March – 16 April)

Communal establishments, such as care homes, hotels, halls of residence, boarding schools and hotels, will have their questionnaires hand delivered by a census officer, as will Gypsy and Traveller sites, caravan parks and marinas. A census officer (special enumerator) will work with the manager of the establishment and agree a date and time to pick-up the completed questionnaires. The special enumerator will enter the premises to speak to the manager, but will not necessarily speak to the residents (unless specific help is needed). The majority of special enumerators will be working by themselves.

Between 9 May – 2 June Census Coverage Survey staff will be visiting about 300,000 addresses across England & Wales to conduct a brief doorstep interview. The Survey is a way of checking the extent of the census' reach. The households will be aware in advance that they will be contacted. Again, coverage survey staff will not enter the property unless invited to by the resident. The staff will be working in pairs and independently.

Between 23 May – 19 August Census Quality Survey staff will be making pre-arranged visits to over 7,000 households across England & Wales to check the quality of the census statistics. They will enter premises as arranged with the householder. The majority of survey staff will be working by themselves.

Further information is available via www.census.gov.uk and from the 4 March Tel: 0300 0201 101

Expiry Date

Ongoing

The normal period for validity of messages will be seven days

Distribution

Messages are not confidential and can be used for public distribution

Signed

KCC Census Liaison Manager

Date

3 March 2011